



State of Tennessee Department of Children's Services

## **Administrative Policies and Procedures: 12.8**

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**Subject: Criteria for Placing Youth at Taft Youth Development Center**

Supersedes: 12.8, 11/01/02

Local Policy: No

Local Procedures: No

Training Required: No

Applicable Practice Model Standard(s): Yes

Approved by:

Effective date: 10/01/98

Revision date: 01/01/04

### **Application**

To All Department of Children's Services Employees

**Authority:** TCA 37-5-106

### **Policy**

All youth referred to Taft Youth Development Center shall meet specific criteria so that only male youth for which Taft is a least restrictive environment are placed there. The Commissioner or designee must approve any exceptions.

### **Procedures**

**A. General age requirement**

All youth placed at Taft Youth Development Center must be male between the ages of 16 and 19 years old.

**B. Specialized treatment programs**

1. Treatment teams may recommend that appropriate youth be referred directly to the Violent Offender Program.
2. The Population Management Committee shall review youth recommended for placement in the Violent Offender Program before being interviewed for the program.
3. Youth ages 16-19 may be transferred to Taft upon request by the youth if the treatment team is in agreement that such

a transfer will provide the youth with a greater opportunity of success.

4. A youth may be placed at Taft if recommitted after completing another YDC program.
5. Youth may be referred to Taft to meet departmental and facility population management or security needs.

**C. Specific requirements**

Youth placed at Taft must meet at least **one** of the following criteria:

1. Threat of imminent violence toward person(s), particularly those who have assaulted DCS or contract agency staff.
2. Escape, attempted escape or serious planning of escapes from a youth development center.
3. One prior placement at YDC.
4. Belligerent or unmanageable behavior.
5. Participating in a riot or major group disturbance.
6. Failing to progress in the program at a regional YDC.

**D. Initial classification**

The Population Management Committee shall approve youth requiring initial classification at Taft and will notify Taft (by phone, fax, or e-mail) of approvals.

**E. Transfer process**

The Population Management Committee shall approve all transfers to Taft. The Population Management Committee may review rejected referrals.

**F. Waivers**

The Commissioner or Director of Institutions may waive the established criteria to deal with population management or special treatment issues.

**G. Administrative transfer**

Youth may be administratively transferred to Taft upon mutual agreement of both superintendents and approved in each case by the Commissioner or Director of Institutions.

**H. Transfer/step-down from Taft**

1. Treatment teams may identify youth who have made progress to the extent that they qualify for step-down to regional programs. These youth shall be referred to other program placements.
2. Termination from a community residential facility or contract facility does not by itself qualify a youth for placement at Taft.

**I. Transportation**

Following approval, the referring site shall arrange transportation for the youth and make all other appropriate arrangements. Transportation shall be scheduled so the youth will arrive at Taft on a weekday, prior to noon, whenever possible.

**J. Protective exemptions**

The following categories of youth must not be placed at Taft:

1. Youth with mental disabilities;
2. Female youth;
3. Youth with extreme physical handicaps; and
4. Youth whose physical stature or apparent lack of emotional stability or maturity is such that it would probably cause them to appear weak, and therefore, more prone to victimization.

**Forms**

None

**Collateral Documents**

None

**Standards**

ACA 3-JTS-5B-02

ACA 3-JTS-3D-07

ACA 3-JTS-5B-09

DCS Practice Model Standard- 6-508B

DCS Practice Model Standard- 8-306